

## **1640.01 Certification of Minority, Woman and Handicapper-Owned Businesses**

Issued October 4, 1993

**SUBJECT:** Certification of Minority, Woman and Handicapper-Owned Businesses.

**APPLICATION:** Executive Branch Departments and Sub-units.

**PURPOSE:** To enable minority, woman, and handicapper-owned businesses to benefit from affirmative procurement efforts offered by the State.

**CONTACT AGENCY:** Department of Civil Rights - Contractual and Business Services Division.

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**SUMMARY:** The Contractual and Business Services Division determines the certification status of minority business enterprises (MBEs), woman business enterprises (WBEs) and handicapper business enterprises (HBEs), and provides the names of certified businesses to State procurement officers and buyers. Additionally, divisional staff work with the Michigan Department of Transportation's Office of Equal Opportunity Programs to ensure that minority business enterprises and women business enterprises certified as Disadvantaged Business Enterprises are included on certification lists provided to State procurement officers and buyers. Divisional staff also work with private industry to encourage the inclusion of State-certified vendors in procurement programs throughout Michigan. It is the obligation of any MBE, WBE, HBE business enterprise wishing to become certified with the State to apply for certification. It is the obligation of Executive Branch Departments and Sub-units to do business with MBE, WBE, or HBE businesses listed in the Civil Rights Department's Certification List.

**APPLICABLE FORMS:** Certification List.

**PROCEDURES:** Contact agency.

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